

STATE OF CALIFORNIA

CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD

Base Year Modification Request Certification

Part 1: Generation Study - No Extrapolation Diversion Data

To request a substitution for a previously approved base year used in calculating the diversion rate for your jurisdiction, please complete and sign this form and return it to your Office of Local Assistance (OLA) representative at the address below, along with any additional information requested by OLA staff. When all documentation has been received, your OLA representative will work with you to prepare for your appearance before the Board. If you have any questions about this process, please call (916) 341-6199 to be connected to your OLA representative.

Mail completed documents to:

**California Integrated Waste Management Board
Office of Local Assistance
1001 I Street, (MS-25)
PO Box 4025
Sacramento, CA 95812-4025**

General Instructions:

Please select the **ONE** choice below that best explains your request to the Board.

- ☒ 1. Use a recent generation-based study to calculate our current reporting year generation amount, but not officially change our existing Board-approved base year.
- ☐ 2. Use a recent generation-based study to officially change our existing Board-approved base year to a new base year.

The shaded cells on these sheets are protected. If you have problems using these sheets, please contact your Office of Local Assistance representative by calling (916) 341-6199.

Section I: Jurisdiction Information and Certification			
<i>All respondents must complete this section.</i>			
I certify under penalty of perjury that the information in this document is true and correct to the best of my knowledge, and that I am authorized to make this certification on behalf of:			
Jurisdiction Name City and County of San Francisco		County San Francisco	
Authorized Signature		Title Director, Department of the Environment	
Type/Print Name of Person Signing Jared Blumenfeld	Date	Phone () Include Area Code (415) 554-3439	
Person Completing This Form (please print or type) Robert Haley		Title Special Projects Recycling Coordinator	
Affiliation:	San Francisco Department of the Environment		
Mailing Address 1145 Market Street, Suite 401	City San Francisco	State CA	ZIP Code 94103
E-Mail Address robert_haley@ci.sf.ca.us			

Section II: Information for New Generation-Based Study for Existing or New Base Year Attach additional sheets if necessary—reference each response to the appropriate cell number (e.g., "4"). <i>Note: New base years must be representative of a jurisdiction's disposal and diversion.</i>			
1. Current Board-approved existing base year:		2. Proposed new generation-based study year:	
1990		2000	
3. Explain how the proposed generation study year is representative of average annual jurisdiction disposal and diversion:			
<p>The proposed generation study year uses the most recent, complete and accurate information available. The City contracted CalRecovery for the third year in a row to perform a diversion study. CalRecovery further refined their methodology, including properly accounting for restricted wastes and eliminating double-counting, and received data from 147 recycling organizations, more than twice that received in any previous survey. The City continues to rely on the Board's Disposal Reporting System for disposal figures.</p>			
4. Enter diversion rate information below.			
Diversion rate calculated using existing base year		a. 32 %	Diversion rate calculated using new generation-based study
For existing base year pounds/person/day based on generation		8.2	b. 46 %
			For new generation based study pounds/person/day based on generation
Residential generation 31.4 %	Non-Residential generation 68.6 %	Residential generation 36% %	Non-Residential generation 64% %
Population existing generation-based study 723,959		Population new generation-based study 776,733	
5. If there is an increase from 4a to 4b, please explain how the new diversion rate is consistent with your current diversion implementation efforts. If the proposed new generation tonnage results in an increase in your pounds/person/day, please explain how this is consistent with your current diversion implementation efforts and provide any examples (e.g., change in jurisdiction's demographics).			
<p>A major economic boom increased our pounds/person/day. Implementing a number of new and expanded programs kept diversion growth outpacing disposal growth, which increased our diversion rate.</p>			
6. If the difference between the proposed diversion rates in 4a and 4b is greater than 5 percentage points, please explain the specific reasons for the difference. (For example: new/improved curbside diversion programs.)			
<p>First, we have better diversion data. Second, Norcal Waste Systems and other companies greatly increased their recovery efforts. The Norcal companies doubled the number of diversion programs they operate and more than quadrupled their diversion tonnage. For example, commercial food collection and residential and small business Fantastic 3 are new programs, and other residential and commercial/industrial recycling and organics programs have been expanded.</p>			

7. Disposal Tonnage (enter values):	312001 Residential	560730 Non-Residential	872731 Total
--	-----------------------	---------------------------	-----------------

Please select the **ONE** choice below that best explains your **disposal** data and complete the required tables.

☒ a. All tons claimed are from the Board's Disposal Reporting System (No explanation required. Go to Section 8.)

☐ b. All tons claimed are from a 100 percent audit of hauler and self-haul tonnage. (Please complete Reporting Year Tonnage Request and Modification Certification sheet found at www.ciwmb.ca.gov/LGCentral/Forms/rytnmdrq.doc)

☐ c. Some Disposal Reporting System data were corrected. (Please complete Reporting Year Tonnage Modification Request and Certification sheet found at www.ciwmb.ca.gov/LGCentral/Forms/rytnmdrq.doc)

8. In the table below, list the summarized diversion activities, and diversion data records that support your claim and are available for Board audit. **Note:** *The Board expects the jurisdictions to be able to provide all back-up documentation, if requested.* Include type of record and location—for example, weight tickets from transfer stations. This section should capture all diversion tonnage (form will perform all addition calculations). If any diversion is from restricted wastes, agricultural wastes, inert solids [e.g., concrete, asphalt, dirt,] white goods, and scrap metal, please identify those programs/waste types and fill out Section 10. Please mark as Attachment 8 all copies of survey forms.

*Please provide detailed Non-Residential waste information in Section 9.

Note: The Board has indicated that it will be scrutinizing total source reduction amounts greater than 5% of total generation. Please be prepared to provide additional details substantiating your claim.

Diversion Activity	Actual tons	Relative Percent to Total Generation	Specific Material Type(s) (List operation w/multiple materials in one box)	Specific Conversion Factor Used (if any) and Source	Type of Record and Location of Record
Please use the Board's program types. The program type glossary is online at: www.ciwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm	(A)	(A/Total Generation)			
Residential Source Reduction Activities					
Backyard composting					
Grasscycling		0.0%			
Other Residential Source Reduction (list each program separately)					
		0.0%			
		0.0%			
		0.0%			
		0.0%			
		0.0%			
Subtotal, Residential Source Reduction	0	0.0%			
Residential Recycling Activities					
Curbside Recycling	67043	4.1%	Paper, glass, metal and plastic	Actual	Norcal diversion breakdown, Dept. of the Environment
Buyback Centers	32181	2.0%	Paper, glass, metal and plastic	Actual	Norcal diversion breakdown, Dept. of the Environment
Drop-off Centers	41289	2.5%	Paper, glass, metal, plastic, etc.	Actual, CalRecovery, Inc. "Conversion Factors for Individual Material Types" and CIWMB Weight Conversion Charts from the DSG.	Norcal diversion breakdown, Dept. of the Environment, and diversion study, CalRecovery

Diversion Activity	Actual tons	Relative Percent to Total Generation	Specific Material Type(s) (List operation w/multiple materials in one box)	Specific Conversion Factor Used (if any) and Source	Type of Record and Location of Record
Please use the Board's program types. The program type glossary is online at: www.ciwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm	(A)	(A/Total Generation)			
Other Residential Recycling (list each program separately)					
Subtotal, Residential Recycling	140513	8.7%			
Residential Composting Activities					
Green Waste Drop-off	2044	0.1%	Yard trimmings	Actual	Norcal diversion breakdown, Dept. of the Environment
Curbside Green Waste	4059	0.3%	Yard trimmings, food scraps and soiled paper	Actual	Norcal diversion breakdown, Dept. of the Environment
Christmas Tree Program					
Other Residential Composting (list each program separately)					
Subtotal, Residential Composting	6103	0.4%			
Subtotal, Residential Diversion	146616	9.1%			
Non-Residential Source Reduction Activities:					
Non-Residential Waste Audits*			See Section 9	See Section 9	See Section 9
Other Non-Residential Source Reduction (list each program separately)					
Material Handlers	5210	0.3%	Furniture, clothing, packaging, etc.	Actual, CalRecovery, Inc. "Conversion Factors for Individual Material Types" and CIWMB Weight Conversion Charts from the DSG.	Norcal diversion breakdown, Dept. of the Environment, and diversion study, CalRecovery
Subtotal, Non-Residential Source Reduction	5210	0.3%			

Diversion Activity	Actual tons	Relative Percent to Total Generation	Specific Material Type(s) (List operation w/multiple materials in one box)	Specific Conversion Factor Used (if any) and Source	Type of Record and Location of Record
Please use the Board's program types. The program type glossary is online at: www.ciwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm	(A)	(A/Total Generation)			
Recycling					
Non-Residential Waste Audits*			See Section 9	See Section 9	See Section 9
Other Non-Residential Recycling (list each program separately)					
Commercial On-Site Pickup	67857	4.2%	Paper, glass, metal, plastic, wood, etc.	Actual minus pallet reuse, tires, paint, batteries and source reduction items	Norcal diversion breakdown, Dept. of the Environment, and diversion study, CalRecovery
Commercial Self-Haul	5748	-0.4%	Paper, glass, metal, plastic, wood, etc.	Actual	Norcal diversion breakdown, Dept. of the Environment
Subtotal Non-Residential Recycling	73605	4.5%			
Non-Residential Composting Activities					
Non-Residential Waste Audits*			See Section 9	See Section 9	See Section 9
Other Non-Residential Composting (list each program separately)					
Food Waste Composting	23090	1.4%	Food scraps, plant trimmings, soiled paper and waxed cardboard	Actual	Norcal diversion breakdown, Dept. of the Environment, and diversion study, CalRecovery
Commercial On-Site Greenwaste Pick-Up	17012	1.1%	Yard and tree trimmings, etc.	Actual	Norcal diversion breakdown, Dept. of the Environment, and diversion study, CalRecovery
Commercial Self-Haul Greenwaste	562	0.0%	Brush and street sweepings	Actual	Norcal diversion breakdown, Dept. of the Environment
Subtotal Non-Residential Composting	40664	2.5%			
Subtotal Non-Residential Diversion Residential/Non-Residential Diversion Activities	119479	7.4%			
ADC	52558	3.2%	Sludge, green material, C&D and mixed	DRS-Actual	Disposal reporting system, CIWMB
Sludge	45156	2.8%	Biosolids and grit	DRS and PUC Biosolids Summary	SF PUC biosolids summary, Dept. of the Environment
Scrap Metal	3899	0.2%	Non-ferrous, white goods and other metals	Actual	Diversion study, CalRecovery
Construction and Demolition	379183	23.4%	Concrete, asphalt, dirt, etc.	Changed to reflect 98 tons calc error-Actual	Diversion study, CalRecovery, and disposal reporting system, CIWMB
Landfill Salvage					
Subtotal Residential/Non-Residential Diversion	480796	29.7%			
Total Res/Non-Res Source Reduction Tons	5210	0.3%			
Total Diversion Tons	746891	46.1%			
Total Disposal Tons from Sec.7	872731	53.9%			
Total Generation Tons (Div+Dis)	1619622				

Diversion Activity	Actual tons	Relative Percent to Total Generation	Specific Material Type(s) (List operation w/multiple materials in one box)	Specific Conversion Factor Used (if any) and Source	Type of Record and Location of Record
Please use the Board's program types. The program type glossary is online at: www.ciwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm	(A)	(A/Total Generation)			
Diversion Rate	46%				

9. Specific Non-Residential Sector Waste Audits--Top 10 Non-Residential Generators

Please complete this table for the top 10 non-residential generators that were surveyed. List each non-residential generator separately from largest to smallest, based on total diversion tons. Audit reference number ties to your audit sheets.

(Table will perform all addition calculations).

Type of Non-Residential Generator	Audit Reference Number	Specific/Major Diversion Activities Include Material Type (e.g., paper recycling, grasscycling). (List activities on one line)	Source Reduction Tons	Recycling Tons	Composting Tons	Total Diversion Tons	Percent of Total Generation (Total Diversion Tons/Total Generation in Section 8)	Survey Method Phone (P) Mail (M) On-site (O) Other ____
Totals								

Also provide an attachment 9 which includes all of the generators surveyed. Include for each generator (use type of generator in lieu of specific business name) diversion activity and material type and associated tonnage for each diversion activity/material type, and applicable conversion factors/sources. Include copies of survey form(s) used.

Summarize the non-residential diversion activities for the top 10 generators quantification methodology, and applicable conversion factors and sources (e.g., cardboard recycling: quantified by monthly tonnage receipts provided by the contact person at the business).

N/A

10. For each restricted waste type (i.e., agricultural waste, inert solids, [e.g. concrete, asphalt, dirt, etc.] scrap metals and white goods [PRC section 41781.2]) and associated program, please provide the following information:

a. If the diversion program started on or after January 1, 1990, complete the following table.

Note: *program name refers to one specific diversion program for that waste type (e.g., "Diversion conducted by city public waste dept.").*

Restricted Waste Type	Specific Program Name	Year Started	Tonnage
Inert Solids ▼	Inert Recycling Program	1996	379183
Scrap Metal ▼	Scrap Metal Recycling Program	1996	3899
Pull Down for Waste Types ▼			
Pull Down for Waste Types ▼			
Pull Down for Waste Types ▼			
Pull Down for Waste Types ▼			

b. If the diversion program started before January 1, 1990 - and if documentation on the program and waste type has not been approved by the Board - on a separate sheet marked "Attachment 10b", provide the documentation that indicates:

- How the diversion was the result of a local action taken by the jurisdiction, which specifically resulted in the diversion (PRC sec. 41781.2 [c] [1]).
- That the amount of that waste type diverted from the jurisdiction in 1990 was less than or equal to the amount of that waste type disposed at a permitted disposal facility by the jurisdiction in any year before 1990. (**Note:** this criterion is applicable to the entire jurisdiction, not to individual programs (PRC sec. 41781.2 [c] [2]). Please include documentation.
- That the jurisdiction is implementing, and will continue to implement, the diversion programs in its source reduction and recycling element.

Note: *If documentation for a waste type and program has already been approved by the Board, you do not have to provide an attachment 10b for that waste type and program.*

Instead please provide date of Board approval of previously submitted information. _____ (Date)

If documentation is not available, go to 10d.

c. If the diversion program started before January 1, 1990, and the documentation requested in 10b is available (but not yet approved by the Board), complete the table below for each program claimed:

Restricted Waste Type	Specific Program Name	New Base Year or Reporting Year Diversion Tonnage
Pull Down for Waste Types ▼		
Pull Down for Waste Types ▼		
Pull Down for Waste Types ▼		
Pull Down for Waste Types ▼		
Pull Down for Waste Types ▼		
Pull Down for Waste Types ▼		

d. If the diversion program started before January 1, 1990, and the documentation requested in 10b is not available, please complete the table below for each program claimed. **Note:** *Only the difference between the new base year/reporting year and 1990 can be counted in the diversion rate calculation.*

Restricted Waste Type	Specific Program Name	New Base Year or Reporting Year Tonnage	1990 Diversion Tonnage	Difference
Pull Down for Waste Types ▼				
Pull Down for Waste Types ▼				
Pull Down for Waste Types ▼				
Pull Down for Waste Types ▼				
Pull Down for Waste Types ▼				
Pull Down for Waste Types ▼				